



Business & Technology Applications Specialist

DESCRIPTION OF WORK:

This is specialized work in creating, implementing and maintaining technical application solutions or applying appropriate technology to projects of a broad organizational scope (e.g., large/complex department, college, university-wide, agency wide, or statewide). Projects solutions may be in the area of business, research and/or instructional applications. Employees research technological changes to determine the impact and integration with existing standards and architecture of applications. Assesses customer needs and develops technical solutions, especially as these solutions involve integration of multiple systems and applications. Typically, employees are specialists in a software, tool or standard and serves as a resource to other applications development staff in the organization.

EXAMPLES OF COMPETENCIES:

CONTRIBUTING:

- **Project Management:** Ability to manage projects of medium complexity.
- **Technical Solution Development:** Significant knowledge, expertise and experience in a specialized area. Considerable knowledge of computer equipment and capacity to be able to devise or modify procedures to solve moderate to complex problems.
- **Technical Support:** Ability to solve problems of medium to high complexity and serve as a key resource to others.
- **Consultancy Skills:** Ability to communicate and provide consultation on issues and requests from clients that require the implementation or creation of a custom solution.

JOURNEY

- **Planning and Organizing:** Ability to plan and organize the day-to-day work of others.
- Ability to reorganize work assignments of other employees and adapt their workload, if necessary to unanticipated changes.
- **Project Management:** Ability to lead complex projects involving multiple staff across specialty areas.
- **Technical knowledge:** Significant knowledge and skill at the highest technical level of applications systems analysis and programming.
- Detailed understanding of technical issues to design architecture for stable technologies.
- **Technical Solution Development:** Knowledge of computer equipment capacity and limitations to devise or modify procedures to solve complex problems.
- **Consultancy Skills:** Ability to consult with senior level decision-makers, on an on-going basis, to develop long-range strategic alternatives.

ADVANCED

- **Planning and Organizing:** Ability to develop and lead the work unit in long-term or strategic planning.
- **Project Management:** Ability to manage complex projects that have high impact.
- **Technical Knowledge:** Extensive technical knowledge in a highly specialized area of applications systems analysis and programming. Detailed understanding of technical issues to design architecture for new or emerging technologies.
Detailed understanding of technical, substantive, and methodological issues and theories to direct technical staff.
- **Technical Solution Development:** Ability to lead technical and complex projects.
Demonstrates substantial knowledge of other work specialties with the ability to integrate this knowledge base to achieve solutions to problems of high complexity.

MINIMUM TRAINING AND EXPERIENCE:

Graduation from a four-year college or university with nine semester hours in programming and three years of experience in business applications consulting or development. Experience in the field of work related to the position's role may be substituted on a year-for-year basis.

Special Note: This is a generalized representation of positions in this class and is not intended to reflect essential functions per ADA. Examples of competencies are typical of the majority of positions, but may not be applicable to all positions.

Degrees must be received from appropriately accredited institutions.